

MIS 3343 Online Section

Course Description/Overview

The course provides a foundation in the theory and practical application of information systems within an organization. Managing, analyzing, designing, and implementing an MIS will be the focus of the course. Strategic value, methodologies, quality, decision making, modeling, reengineering, software, hardware, and ethics will all be included.

Although this course is conducted in a short (three-week) period, it will include all the material you would have taken during a full semester. You will have assignments due every weekday starting the second day of class, and it is critically important that you keep pace with the schedule posted at the end of this syllabus.

Prerequisites

Knowledge

Students should have junior or senior standing at the university level.

Technology

Access course materials and online assignments and tests using Blackboard and SmartBook. You will need to purchase an access code either from the ASU bookstore or directly from McGraw Hill to access the online textbook and quizzes; information on the required code is found below on this syllabus.

Virtual Classroom Philosophy and Discussion Boards

Even though this is an online class, you will need to interact with your course colleagues using the discussion board found on Blackboard. You will find a discussion assignment for each of the nine chapters on Blackboard.

Answer one of the three questions for each chapter and post your answer on the discussion board. Then reply to one other responses from other students in the class on their original post; you should have two posts per chapter including your original post and one replies. Base your original post and your reply to others on the textbook or on external research. Then compare or contrast what you find with your own experience or opinion, or observation to two other student's posts. Each chapter's discussion forum is worth 20 points, including your original post and your reply.

For both your original post and for your reply to others, support your own opinions with a reason why, and support your observations with an example. Always cite external sources- including the chapter if you choose to use the textbook.

For full credit, you need to write at least 250 words per chapter including your original response and your reply. Spelling, grammar, and full support for your conclusions are all expected. As you would in any classroom, please be thoughtful as you answer the three questions per chapter on your own, and please be respectful and constructive as you comment on your classmates' responses. I will be reading and monitoring comments.

Class Meeting Times

This an online class only; there are no face-to-face meetings scheduled. You are free to study with classmates as your see fit, or schedule an appointment with the instructor if you need some face-to-face answers of discussion. You may not collaborate on taking tests; you are expected to take your tests by yourself.

Technical Support

The Technology Service Center (TSC) may be contacted by calling (325) 942-2911 or 1 -866-942-2911 or by email at helpdesk@angelo.edu. If you have trouble accessing Blackboard or SmartBook, please try the helpdesk by phone or on campus (located in the library and in the Math / Science computer lab.) If you get stuck while taking an online test, call or email the TSC and they will either help you with access or open a trouble ticket and the instructor can re-open or re-start the test for you.

SmartBook (Connect) resources and help are available from McGraw Hill online at:
<http://mpss.mhhe.com/contact.php>

Faculty/Instructor Information

Larry Hettick, MBA

Instructor of Management and Marketing

Office: Rassman 243

Phone: (559) 942-0062 (mobile)

E-mail: lhettick@angelo.edu

Office Hours: online only by appointment

Course Objectives

Learning Objectives:

Upon completion of this course, students will be able to demonstrate:

1. Knowledge of contemporary MIS theory and how information systems support business strategy, business processes, and practical applications in an organization.
2. Understanding about how various support systems can be used for business decisions and to sustain competitive advantage.
3. Familiarity with how the Internet and World Wide Web provide a global platform for e-business, business mobility and communications, collaboration, and cloud computing.
4. The proven value of, and relationship between business data, data management, and business intelligence.
5. High-level knowledge of systems development and project management methodologies.
6. Proficiency in analytical thinking, creativity and business-problem-solving as applied to ongoing MIS challenges, future trends, and relevant case studies.
7. Acceptable ethical awareness and moral reasoning applied to a MIS problem, issue or case study.

Course Textbook and Required Readings

Baltzan, Business Driven Information Systems, 7e

Loose-leaf with Connect Access

IMPORTANT: This is a loose-leaf text plus an online version of the textbook and it is bundled with the McGraw Hill SmartBook Learning Management System. You must have access to the online version to complete your reading assignments and chapter quizzes. While the online-only version is also available (without the loose-leaf bundle), I highly recommend that you also buy the loose leaf printed copy because you will find it useful when you take your open book, open note, online tests. This bundle is available only from the ASU bookstore or McGraw Hill directly. (I also recommend you shop for prices differences between the publisher directly and the bookstore.) You will not be able to share access or buy a used textbook and still complete your assignments.

PowerPoint slides are also available for each chapter as a study guide / test reference material on Blackboard under the “course resources” tab found on the course home page.

Grading Policies

Grades are based on your total points.

A= 1000- 900 points

B = 899 - 800 points

C = 799 - 700 points

D = 600 – 699

F = 599 - 0 points

The table below shows how assignment points are allocated.

Assignments	Each worth	Course Total
9 Chapter Readings & Quizzes	20	180
9 Discussion Boards	20	180
8 Tests (drop lowest test of 9)	50	400
Research Paper	150	150
3 Essays	30	90
Course Total	-	1000

Response Times

SmartBook quizzes tests are graded automatically, and you should see your score posted on Blackboard immediately on completion. Note: If your score does not post immediately or it is incorrect, notify the instructor by email.

Discussion board posts will be reviewed daily and credit assigned manually based on your full participation. (See “virtual classroom” above for the grading metrics.)

Essays will normally be graded within three business days.

Response to emails or text messages will normally be within 24 hours Monday through Friday. I am here because I want you to learn, so please consider me a resource. You may talk to me by scheduling an online appointment or e-mail me with a call back number at any time between 9 AM and 10 PM and if I am available, I will call you back as soon as possible. I will not hold in-person office hours.

Assignment Deadlines and Missed/ Late Work

The schedule for assignments is on the last page of this syllabus. Late work and missed work will not be accepted after these deadlines. Completing assignments early is accepted and encouraged.

Exams

You will have nine online tests including one test for each of the nine chapters in the book. Each exam is worth 50 points. You will have 60 minutes to answer 50 multiple choice questions, but the questions will not be easy so please prepare well for each test—you will not have time to look up all the answers when you take the test. Your test questions will come from a test pool and will be ordered randomly. There will be no true / false questions or extra-credit essay questions on these exams. Once you start the exam, you must complete it- you cannot pause it and then return later. There is no final cumulative exam, and I will drop your worst exam out of the nine exams you take.

I strongly recommend you take the exam in a location with a solid Internet connection such as the ASU library or a campus-based computer lab. If your Internet session is interrupted while taking the exam, you will need to contact the ASU technology services center and get a trouble ticket assigned so I can re-open or re-start your exam.

You may use your online book, your notes, PowerPoint slides, or other online resources to take your test; however, you must take the test by yourself. If you are found to be collaborating with other students on a test, you will receive an F in the class and might be dismissed from ASU.

Course and University Policies

Academic Honesty and Other Important Issues

Academic Integrity

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university [Academic Honor Code](#) and the [ASU Student Handbook](#).

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It is the professor's intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

A special note on plagiarism

Your research paper will be submitted using "Turn it In" to check for plagiarism and originality, so please cite your sources when quoting from others. The proper way to cite your source is to put quotation marks ("...") when quoting directly, and in all cases to use either MLA format or APA format to credit the original source. Failure to do so is considered plagiarism and it will earn you a failing grade on the assignment and may result in a failing grade for the course. Please contact the ASU writing center if you need assistance with proper citations or formatting.

College of Business Code of Ethics

Students, faculty, administrators and professional staff of the College of Business should always:

- Be forthright and truthful in dealings with all stakeholders
- Take responsibility for one's actions and decisions
- Serve as an example of ethical decision-making and behavior to others
- Admit errors when they occur, without trying to conceal them
- Respect the basic dignity of others by treating them as one would wish to be treated

Courtesy and Respect

Courtesy and Respect are essential ingredients to this course. We respect each other's opinions and respect their point of view at all times while in our class sessions. The use of profanity & harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, race (ethnicity), religion, etc., violations of these rules will result in immediate dismissal from the course

Accommodations for Disability

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA), and subsequent legislation.

Student Affairs is the designated campus department charged with the responsibility of reviewing and authorizing

requests for reasonable accommodations based on a disability, and it is the student's responsibility to initiate such a request by emailing studentservices@angelo.edu, or by contacting:

Mrs. Dallas Swafford
Director of Student Development
Office of Student Affairs
University Center, Suite 112
325-942-2047 Office
325-942-2211 FAX
Dallas.Swafford@angelo.edu

Student absence for religious holidays

As stated in the Angelo State University Operating Policy and Procedure (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

Course Drop

To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit http://www.angelo.edu/services/registrar_office/course_drop_provisions.php.

Incomplete as a Course grade

As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade I is given when the student is unable to complete the course because of illness or personal misfortune. An I that is not removed before the end of the next long semester automatically becomes an F. A graduate student will be allowed one year to remove a grade of I before it automatically becomes an F. To graduate from ASU, a student must complete all I's.

Grade Appeal Process

As stated in the Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at: <http://www.angelo.edu/content/files/14196-op-1003-grade-grievance>

Course Outline

DATE	Activity	Points
5-Jan	SmartBook Assignment 1	20
5-Jan	Chapter 1 Test (50 points) and Discussion Board 1 Due (20 points)	70
6-Jan	SmartBook Assignment 2	20
6-Jan	Chapter 2 Test (50 points) and Discussion Board 2 Due (20 points)	70
7-Jan	SmartBook Assignment 3	20
7-Jan	Chapter 3 Test (50 points) and Discussion Board 3 Due (20 points)	70
8-Jan	Essay 1 Due	30
11-Jan	SmartBook Assignment 4	20
11-Jan	Chapter 4 Test (50 points) and Discussion Board 4 Due (20 points)	70
12-Jan	Essay 2 Due	30
13-Jan	SmartBook Assignment 5	20
13-Jan	Chapter 5 Test (50 points) and Discussion Board 5 Due (20 points)	70
14-Jan	SmartBook Assignment 6	20
14-Jan	Chapter 6 Test (50 points) and Discussion Board 6 Due (20 points)	70
15-Jan	Essay 3 Due	30
18-Jan	SmartBook Assignment 7	20
18-Jan	Chapter 7 Test (50 points) and Discussion Board 7 Due (20 points)	70
19-Jan	SmartBook Assignment 8	20
19-Jan	Chapter 8 Test (50 points) and Discussion Board 8 Due (20 points)	70
20-Jan	SmartBook Assignment 9	20
20-Jan	Chapter 9 Test (50 points) and Discussion Board 9 Due (20 points)	70
21-Jan	Research Paper Due	150
22-Jan	Drop Lowest Test Score	-50
22-Jan	Total Points	1000